

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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July 29, 2003

FROM: GARY PENROD, Sheriff
Sheriff's Department

**SUBJECT: PROCUREMENT OF AUTOMOTIVE REPAIR SERVICES PER COUNTY
POLICY NO. 11-05**

RECOMMENDATION: Authorize Purchasing Agent to increase purchase orders with the following vendors for the provision of automotive repair services, for a total purchasing authority of \$665,000.

Vendor Name	FY02/03 Expenditures	Current Expenditure Limit	Requested Amount
Aamco Transmissions, Redlands	\$95,400	\$25,000	\$50,000
Chino Tire & Muffler, Chino	76,600	25,000	50,000
Freeway Lincoln/Mercury, San Bernardino	122,686	25,000	75,000
G&M Automotive, Hesperia	97,400	25,000	100,000
McCray Enterprises, San Bernardino	172,100	25,000	100,000
Peta's Car Care, San Bernardino	100,000	25,000	50,000
Precision Automotive, Bloomington	70,400	25,000	40,000
Pride Automotive, San Bernardino	150,000	25,000	75,000
Redlands Ford, Redlands	60,200	25,000	35,000
Top Gun Paint & Body, San Bernardino	89,100	25,000	50,000
Yucca Valley Ford, Yucca Valley	84,400	25,000	40,000

BACKGROUND INFORMATION: County Policy No. 11-05 requires County departments to seek Board of Supervisors' approval when contracting for services with any vendor in excess of an aggregate amount of \$25,000 per scope of work, per department, per fiscal year.

County Purchasing Department will be bringing an item to the Board within the next thirty days requesting authorization to issue an RFP for automotive services. This RFP will establish the authorized vendors for automotive repair services for the next three years. The Sheriff's Department currently has over forty purchase orders with a variety of automotive repair vendors and is requesting increased purchase authority with the eleven vendors listed above to provide auto repair services in excess of \$25,000, pending the outcome of the RFP process which should be complete by October 2003. All of the Department's automotive repair vendors are currently on the approved vendor list based upon the results of the prior RFP, which was issued on April 4, 2000. If any of these vendors are not included in the new list of approved vendors established by the new RFP, the Department will discontinue utilizing their services.

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The Sheriff's Department will return to the Board to request increased purchase authority with additional vendors upon completion of the RFP process.

REVIEW BY OTHERS: This agenda item has been reviewed and approved as to form by County Counsel (Kevin Norris, Deputy County Counsel) on July 17, 2003, coordinated for procurement with County Purchasing Department (Aurelio De La Torre, Director) on July 17, 2003, and has been reviewed by the County Administrative Office (Mario Lara, Administrative Analyst) on July 18, 2003.

FINANCIAL IMPACT: The Sheriff's Department Budget for 2003-04 included \$3 million for the provision of automotive repair services.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's proposal since it will provide for continued auto repair services pending completion of the RFP process.

SUPERVISORIAL DISTRICT(S): First, Third, Fourth and Fifth

PRESENTER: Wendy Britt, Administrative Analyst (387-3637)

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